

The New PEP Form
Supervisor/Manager Training

SAMPLE AGENDA FOR TRAINERS

<u>Time</u>	<u>Content</u>	<u>Activities/materials</u>
10 minutes	Introduction	Handouts - PEP forms: Supervisory & Non-Supervisory, copy of PowerPoint Presentation
20 minutes	The FORM(S) What's Different? What's the Same?	PowerPoint Presentation
20 minutes	The PROCESS What's the Same? What's Different?	PowerPoint Presentation
20 minutes	Anticipated Questions Review Other Questions from Participants	FAQ Handout
20 minutes	Resources (TSD Website) Wrap-up	